

Role Statement



TITLE OF POSITION: SENIOR PLANNING OFFICER
CLASSIFICATION LEVEL: PO-3

Organisation Overview

The Department of Planning, Transport and Infrastructure (DPTI) serves the South Australian community by providing safe, effective and efficient planning, transport and infrastructure networks across the state and facilitating development of the State's Infrastructure, in accordance with South Australia's Strategic Plan and the State Infrastructure Plan.

DPTI is a values based organisation and relies on its people to live the values through positive behaviours to improve outcomes for employees and all South Australians.

By working together we capitalise on a unique and powerful opportunity – to connect with every part of our community and deliver positive outcomes every day.

Division

The Development Division provides a focus upon the economic opportunities that need to be realised to bring investment and employment to the State. The Development Division comprises 6 directorates: Information and Strategy, Investment Management, Architecture and Built Environment, Property, Planning and Transport Policy, and the Office of Recreation and Sport.

The Investment Management Directorate is responsible for assessing private development of State significance, in areas of strategic significance to the State, and out of Councils, that are determined by the Development Assessment Commission. The Directorate is also responsible for assessing and advising on Major Development and projects, Crown development and State Infrastructure projects determined by the Governor and/or Minister for Planning. In addition the Directorate manages the State's land division system (applications, approvals and title registration), and the Planning and Development Fund.

The Division has an underlying can do attitude and a willingness to bring people together to find solutions to often complex problems. The Directorate is based on strong, repeatable processes and systems and growing relationships with key stakeholders that seek to set exemplary examples through continuous improvement, cultural reform and education.

Role Overview

This role provides expert advice and undertakes tasks on a range of projects and programs that implement the Planning Strategy and other strategic outcomes. The key focus areas for this role are leading:

- Strategic policy development and advice on matters pertaining to the Planning Strategy
- Statutory policy development and advice, including Development Plan Amendments
- Providing expert planning advice in assessing development applications, including Major Developments.

Directorate:
Position Number:
ANZCO Code:
Location: #PO3 Template #9460800



Government of South Australia
Department of Planning,
Transport and Infrastructure

The role reports to the Team Leader in the Development Division. The Senior Planner will be required to provide support and guidance to less experienced professional staff and assist in the coordination of key tasks. Key internal and external relationships will be with DPTI staff, other State and Local Government Agencies, the Development Policy Advisory Committee/ Development Assessment Commission, development industry groups, private organisations and community groups.

Key Outcomes of the Role

The **Senior Planning Officer** is required to undertake a wide range of activities which may include all or any of the following:

- a. Providing leadership and evidence based strategic, policy and development advice about the South Australian planning system and land use management arrangements.
- b. Providing expert advice and recommendations to the Development Assessment Commission, Minister for Planning, Development Policy Advisory Committee, Cabinet and/or the Governor on development applications, strategic policy or development plan amendments.
- c. Exercising delegated authority on behalf of the Department, Minister, and/or Development Assessment Commission as required, exercising professional judgement.
- d. Providing expert input into the development of professional standards, objectives and priorities of assigned programs, projects, assets, systems and/or services that deliver DPTI's objectives, including the implementation of change initiatives.
- e. Planning and managing complex projects where required, including determining and allocating resources and work priorities and motivating staff to ensure standards and efficiencies are met.
- f. Undertaking complex professional activities that are considered to be broad in scope and may include investigations, assessments, planning and change and improvement functions.
- g. Preparing complex technical documents and correspondence for assigned programs, projects, assets, systems and/or services.
- h. Providing specialised input and advice to management and stakeholders regarding current relevant discipline developments, practices, technologies, policies and issues related to assigned programs, projects, assets, systems and/or services.
- i. Managing critical, sensitive and/or complex information and consultation processes with stakeholders and across government agencies.
- j. Contributing to a safe, diverse and healthy work environment free from discrimination and harassment by working in accordance with legislative requirements, the [Code of Ethics for the South Australian Public Sector](#), equal employment opportunity and departmental human resource policies, including Work Health Safety and Wellbeing requirements.
- k. Contributing to a high standard of customer service for internal and external clients and quality management and risk.

Special Conditions and Essential Requirements

- a. Significant understanding of, and ability to interpret, the legislative requirements and procedures associated with the *Development Act 1993*
- b. Extensive experience in strategic and statutory land-use planning with high level expertise in multiple areas across development plan policy, assessment, transport or infrastructure planning or spatial land-use planning.

- c. Extensive knowledge of current planning and development issues and the planning system in South Australia including the social, environmental and economic issues.

Qualifications / Licences

- a. A recognised degree or recognised post graduate qualification in the discipline of planning or such qualifications in urban and regional planning, or geography or related disciplines.
- b. Current Drivers License.

Person Capabilities

- a. Demonstrated understanding of Aboriginal and Torres Strait Islander peoples' cultures and social issues, with the ability to recognise and address barriers to Aboriginal and Torres Strait Islander people's participation in departmental policies, programs and services.
- b. Facilitates DPTI's cultural change by leading, modelling and engaging the workforce to embrace and exhibit the DPTI values and behaviours including:
 - i. **Collaboration** – “At DPTI we work collaboratively as one team to serve the South Australian Community. This means our diversified teams work together to achieve our shared goals.”
 - ii. **Honesty** – “At DPTI we are honest, open and act with integrity. This means we are truthful, sincere and transparent in our decision making and act at all times in such a way as to uphold the trust of the people we work with.”
 - iii. **Excellence** – “At DPTI we are committed to excellence in everything we do. This means we use our energy, skills and resources to make whatever we're doing the best. We are committed to ensuring the Health and Safety of our employees and customers.”
 - iv. **Enjoyment** – “At DPTI we enjoy our work and recognise our success. This means we have fun at work, celebrate our achievements and foster an environment where our people can thrive”.
 - v. **Respect** – “At DPTI we respect, understand and value ourselves and every person in our business. This means we listen, embrace diversity in others and have a consistent application in our approach to one another.”
- c. Drives a culture of integrity, professional accountability and diversity across the department and across government, and through community interactions in line with the SA Government's Code of Ethics and the *Equal Employment Opportunity Act 1987*.
- d. Demonstrates commitment and accountability to the implementation of the Premier's Safety and Wellbeing Declaration and requirements of the *Work Health and Safety Act 2012*, utilising AS/NZS ISO31000:2009 Risk Management or equivalent.
- e. Understands stakeholder perspectives, utilises effective verbal and written communication skills and drives solutions to complex challenges in a timely manner, working within DPTI policies and frameworks.
- f. Works collaboratively to build cooperation, implement change, mitigate risk and encourage open communications for the sharing of knowledge across teams/units.
- g. Significant experience in the development, evaluation, implementation and improvement of complex, innovative and/or crucial professional duties and where required, managing programs, resources and staff performance and development.

- h. Demonstrates ability to work under general direction in the determination of goals, standards and priorities, act with urgency, and utilise well-developed knowledge of the discipline, issues, risks, trends and directions associated with the unit's programs.

Delegate Approval

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Anita Allen

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Signature

Date: / /